

## Manager, Research Ethics

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<b>College/Division</b>	Research Division
<b>School/Section</b>	Research Ethics Unit
<b>Location</b>	Sandy Bay
<b>Classification</b>	HEO 10
<b>Reporting line</b>	Reports to Executive Director (Research Operations)

### Position Summary

The University of Tasmania is building a vision of a place-based University with a mission to enhance the intellectual, economic, social and culture future of Tasmania, and from Tasmania, contribute to the world in areas of distinctive advantage. The University recognises that achieving this vision is dependent on the people we employ as well as creating a people-centred University that is values-based, relational, diverse, and development-focused.

The Research & Research Training portfolio leads the development of and implementation of the University's strategic plans for research ensuring a high-quality research development culture that leads to world leading research outputs in areas of high impact for the University and the state of Tasmania. As an integral part of the portfolio, the Research Ethics Unit develops and implements the University's research ethics frameworks to create an environment that promotes the highest standard of research ethics, ensuring responsible conduct of research undertaken by staff and students and supports affiliated organisations.

The Manager Research Ethics leads the Research Ethics Unit and is directly responsible for the strategic development and operational management of the institution's research ethics framework. The Manger Research Ethics, working with other leaders in the portfolio, contributes to the development of the University's research strategy, and supports its implementation through:

- translating of strategic intent into business unit target and indicators, including performance target for teams and individual staff.
- interpreting data and information related to research ethics to provide regular reports to the Executive Director (Research Operations) and the Deputy Vice-Chancellor Research
- design and implementation of process and procedures that ensure compliance with internal requirements and those set by external regulators and funding providers, including conducting regular quality assurance activity
- development and delivery of ethics information resources, education and training that fosters an institution wide capability and culture of research ethics

In line with the University's vision and goals for the responsible conduct of research, the Manager Research Ethics provides high level strategic and compliance advice to senior stakeholders and members of Ethics Committees; fosters an institution wide culture of ethical research and leads and develops their people to provide high quality, customer-focused expert professional ethics services, education and training.

**We are an inclusive workplace committed to 'working from the strength that diversity brings' reflected in our Statement of Values. We are dedicated to attracting, retaining and developing our people and are committed to inclusive principles. We celebrate the range of diverse assets that gender identity, ethnicity, sexual orientation, disability, age and life course bring. Applications are encouraged from all sectors of the community. Tell us how we can make this job work for you.**



### What You'll Do

- Leads the University's strategic and operational framework for research ethics, including the translation of strategic intent into business unit level performance and targets through the development and implementation of relevant processes, compliance instruments and professional development.
- Develop a Research Ethics team with specialist knowledge and skills necessary to provide expert advice on all relevant legislative, regulatory requirements, University policies and procedures, committee processes, protocols and ethical issues.
- Engage, influence and inform researchers and College Leadership on the positive uptake of research ethics.
- Lead the Research Ethics Unit and champion a team culture that supports and nurtures colleagues and inspires them to perform at the highest level.
- Ensure the efficient operations of the University's Ethics Committees including relationship and recruitment management of Ethics Committee members, ensuring there is a strong pipeline of Committee members.
- Lead the development and oversee the management of systems, processes and support services that enable the responsible conduct of ethical research and achieve best practice.
- Lead the development and implementation of information resources, education and training programs for Ethics Committees and researchers.
- Maintain strong collaborative relationship with College and School leaders, Committee Chairs and external stakeholders to achieve strategic objectives.
- Undertake other duties as assigned by the Executive Director (Research Operations).

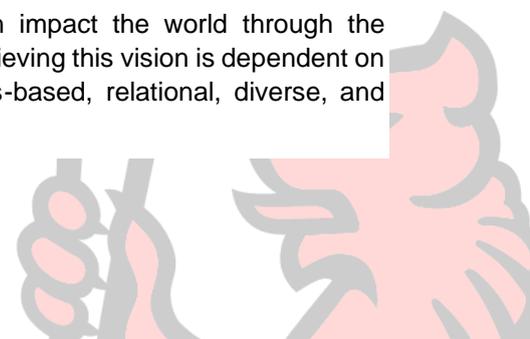
### What We're Looking For (success criteria)

- Postgraduate qualifications and extensive experience or an equivalent combination of experience, education and training.
- Significant knowledge and understanding of the principles and conduct of ethical research within the National Statement, the Australian code for the care and use of animals for scientific purposes and Commonwealth and State legislation relating to human and animal welfare.
- Demonstrated understanding of the principals of compliance assurance and risk management.
- Extensive high-level experience in leading a team with a focus of high-performance, professional service delivery and continuous improvement.
- Demonstrated experience in maintain senior relationships with a diverse range of stakeholders within the University and with affiliate organisations.
- Demonstrable experience in developing, reviewing, and implementing strategic initiatives, (e.g., frameworks, policies, and procedures), with higher education experience highly desirable
- Proven negotiation, influencing and strong analytical skills, with creative problem-solving abilities including well developed judgment, initiative, and decision-making skills.

### University of Tasmania

The University of Tasmania is an institution with an enduring commitment to our state and community, and a strong global outlook. We are committed to enhancing the intellectual, economic, social and cultural future of Tasmania. Our [Strategic Direction](#) strongly reflects the University community's voice that our University must be place based but globally connected as well as regionally networked and designed to deliver quality access to higher education for the whole State.

We believe that from our unique position here in Tasmania we can impact the world through the contributions of our staff, students and graduates. We recognise that achieving this vision is dependent on the people we employ, as well as creating a university that is values-based, relational, diverse, and development-focused.

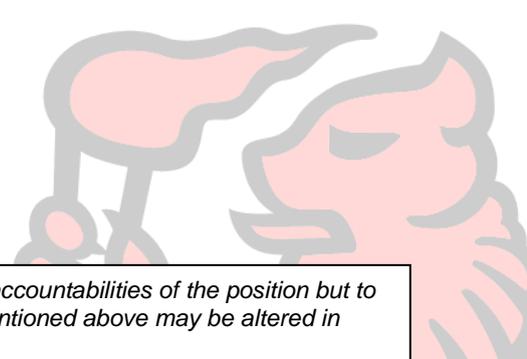


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*The intention of this position description is to highlight the most important aspects, rather than to limit the scope or accountabilities of this role. Duties above may be altered in accordance with the changing requirements of the position.*



*It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.*